

Jay G. Foy, Mayor  
Lawrence Gordon, Vice Mayor  
Jo Plyler, Council Member  
Mark C. Uptegraph, Council Member  
Remar M. Harvin, Council Member  
John Fenn Foster, Town Attorney  
Janice C. Rutan, Town Administrator



**TOWN OF HAVERHILL**  
**Regular Town Council Meeting**  
**Thursday, June 23, 2016**  
**Town Hall – 4585 Charlotte Street**  
**AGENDA**

- I. **CALL TO ORDER**
- II. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **COMMENTS FROM THE PUBLIC**
- V. **APPROVAL OF AGENDA**
- VI. **APPROVAL OF THE CONSENT AGENDA**
  - a. Approval of the minutes of the May 26, 2016 and June 9, 2016 Regular Meeting and May 3, 2016 workshop
- VII. **COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPT.**
- IX. **PUBLIC HEARINGS AND SECOND READINGS**

None
- X. **FIRST READINGS AND REGULAR AGENDA**
  - a. **RESOLUTION 2016-03: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, ADOPTING A PRELIMINARY NON-AD VALOREM SPECIAL ASSESSMENT FOR THE 2016/2017 FISCAL YEAR FOR RESIDENTIAL PROPERTIES LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF HAVERHILL AS MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO, TO FUND SOLID WASTE COLLECTION AND DISPOSAL AND RELATED CHARGES WITHIN THE TOWN, COLLECTING SUCH PURSUANT TO THE UNIFORM METHOD FOR THE LEVY, COLLECTION AND ENFORCEMENT OF NON-AD VALOREM ASSESSMENTS, PROVIDING THAT SUCH ASSESSMENTS SHALL CONSTITUTE LEGAL, VALID, AND BINDING FIRST LIENS UPON PROPERTY AGAINST WHICH ASSESSMENTS ARE MADE UNTIL PAID; AND PROVIDING FOR AN EFFECTIVE DATE.**
  - B. **PROCLAMATION: PROCLAMATION OF THE TOWN OF HAVERHILL PROCLAIMING JUNE 27, 2016 NATIONAL HIV TESTING DAY**
- XI. **REPORTS**

Town Attorney  
Mayor  
Administrator's Report  
Committee/Delegate Report  
Treasurer's Report (included in packet)
- XII. **UNFINISHED BUSINESS**
- XIII. **NEW BUSINESS**
- XIV. **ADJOURNMENT**

Notice: If any person decides to appeal any decision of the Town Council at this meeting, he/she will need a record of the proceedings and for this purpose; he/she needs to ensure that a verbatim record of the proceedings is made. The record must include the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105. The Town of Haverhill does not prepare nor provide such verbatim record.

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**TOWN OF HAVERHILL**  
**Regular Town Council Meeting**  
**Thursday, June 23, 2016**  
**Town Hall – 4585 Charlotte Street**  
**REGULAR AGENDA**

Pursuant to the foregoing notice, a regular meeting of the Haverhill Town Council was held on Thursday, June 23, 2016 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor; Remar M. Harvin, Council Member; and Mark Uptegraph, Council Member. Town Attorney Foster, Director of Public Services Joseph Roche and Town Administrator Janice C. Rutan were also present.

**CALL TO ORDER**

Mayor Foy called the meeting to order at 7:00 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Foy offered the Invocation. Mayor Foy then led the Pledge of Allegiance.

**ROLL CALL**

The Town Administrator recorded all members were present with the exception of Council Member Jo Plyler.

**COMMENTS FROM THE PUBLIC**

None.

**APPROVAL OF AGENDA**

With no additions, deletions or substitutions, the agenda stood as presented.

**APPROVAL OF THE CONSENT AGENDA**

**Approval of the minutes of the May 26, 2016 and June 9, 2016 Regular Meeting and May 3, 2016 workshop**

**A motion was made by Council Member Uptegraph, seconded by Vice Mayor Gordon and unanimously passed (4-0) to approve the Consent Agenda as presented.**

**COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPT.**

The Palm Beach County Sheriff's office reported that there had been no reported crimes over the previous two-week period. Council was quite pleased with the report and expressed their appreciation to the PBSO.

**PUBLIC HEARINGS AND SECOND READINGS**

**None**

**FIRST READINGS AND REGULAR AGENDA**

**RESOLUTION 2016-03: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, ADOPTING A PRELIMINARY NON-AD VALOREM SPECIAL ASSESSMENT FOR THE 2016/2017 FISCAL YEAR FOR RESIDENTIAL PROPERTIES LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF HAVERHILL AS MORE PARTICULARLY DESCRIBED IN**

**EXHIBIT "A" ATTACHED HERETO, TO FUND SOLID WASTE COLLECTION AND DISPOSAL AND RELATED CHARGES WITHIN THE TOWN, COLLECTING SUCH PURSUANT TO THE UNIFORM METHOD FOR THE LEVY, COLLECTION AND ENFORCEMENT OF NON-AD VALOREM ASSESSMENTS, PROVIDING THAT SUCH ASSESSMENTS SHALL CONSTITUTE LEGAL, VALID, AND BINDING FIRST LIENS UPON PROPERTY AGAINST WHICH ASSESSMENTS ARE MADE UNTIL PAID; AND PROVIDING FOR AN EFFECTIVE DATE.**

The title was read by Attorney Foster.

The Town Administrator offered staff's report and recommended that the annual assessment stay at \$234. per unit per month. Although an RFP for solid waste and recycling services had been put out, it was explained that any shortage of funds could be included in the general budget and considered when assessing the non-ad valorem tax for next fiscal year.

**A motion was then made by Council Member Uptegraph, seconded by Vice Mayor Gordon and unanimously passed (4-0) to approve Resolution 2016-03 as presented.**

**PROCLAMATION: PROCLAMATION OF THE TOWN OF HAVERHILL PROCLAIMING JUNE 27, 2016 NATIONAL HIV TESTING DAY**

The Proclamation was read by Attorney Foster. A brief discussion ensued. **A motion was then made by Vice Mayor Gordon and seconded by Council Member Harvin to pass the Proclamation as presented. The vote passed 3-1, with Mayor Foy voting against the motion.**

**REPORTS**

**Town Attorney**

Attorney Foster announced he would be attending the annual conference for Municipal Attorneys in July.

A brief discussion concerning sober homes followed.

Attorney Foster noted he had not heard from Attorney Marty Perry regarding the proposed annexation of the Grove Street property into the Town of Haverhill.

**Mayor**

Mayor Foy spoke briefly on being cognizant of Code Enforcement Issues.

A brief discussion followed concerning the recent incorporation of Westlake, Palm Beach County's 39<sup>th</sup> municipality. It had been the former Minto property that was part of the acreage in Palm Beach County. It is one of the proposed development sites.

**Administrator's Report**

The Town Administrator noted the audit had been completed and the Auditors would be making a formal presentation to the Town Council in July.

She noted that the Town of Haverhill had been absent from many of the Emergency Operations Center meetings since the passing of Councilman Beavers. The meeting often conflicts with other meetings that require Staff's attendance. She suggested Council Members who could attend day meetings, consider attending to represent the Town.

**Committee/Delegate Report**

Council Member Remar Harvin reported on the League of Cities meeting held in Riviera Beach.

**Treasurer's Report**

Included in packet.

**UNFINISHED BUSINESS**

Director of Public Services Joseph Roche reported on the Woodland Avenue drainage repair project. He had met with Wynn and Sons.

Permits have issued for land clearing at the Haverhill Pointe site.

Cheryl Road subdivision was still pending. Staff was waiting for the final Plat to be delivered that would have incorporated Staff's comments.

The house at 5304 Belvedere still has an active permit. The work was being done as they have money to proceed.

**NEW BUSINESS**

With the July 4<sup>th</sup> holiday falling on a Monday, it was agreed to move the regular monthly workshop, scheduled for Tuesday, July 5, 2016 to Tuesday, July 12, 2016 at noon.

**ADJOURNMENT**

**With no further business to come before the Town Council, the meeting adjourned at 8:00 p.m.**

**Approved: July 28, 2016**

  
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Janice C. Rutan, Town Administrator

  
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Jay G. Foy, Mayor